

**AUDIT REPORT OF
BARREN COUNTY SHERIFF**

Calendar Year 2005

**Donna Bouvier
Certified Public Accountant**

**Member: American Institute of Certified Public Accountants
Kentucky Society of Certified Public Accountants**

EXECUTIVE SUMMARY

AUDIT EXAMINATION OF THE BARREN COUNTY SHERIFF

**For The Year Ended
December 31, 2005**

I have completed the Barren County Sheriff's audit for the year ended December 31, 2005. Based upon the audit work performed, the financial statement presents fairly, in all material respects, the revenues, expenditures, and excess fees in conformity with the regulatory basis of accounting described in Note 1.

Financial Condition:

Excess fees increased by \$15,171 from the prior calendar year, resulting in excess fees of \$857,658 as of December 31, 2005. Revenues increased by \$20,296 from the prior year and expenditures increased by \$5,121.

Deposits:

The Sheriff's deposits were insured and collateralized by bank securities.

Report Comment:

- Lacks Adequate Segregation of Duties

CONTENTS

	PAGE
INDEPENDENT AUDITOR'S REPORT	1
STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES – REGULATORY BASIS	3
NOTES TO FINANCIAL STATEMENT	5
COMMENT AND RECOMMENDATION	8
REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	9

**Donna Bouvier
Certified Public Accountant
P O Box 150
Hartford, KY 42347
270-316-3771**

The Honorable Davie Greer, Barren County Judge/Executive
Honorable Barney Jones, Barren County Sheriff
Members of the Barren County Fiscal Court

Independent Auditor's Report

I have audited the accompanying statement of revenues, expenditures, and excess fees - regulatory basis of the County Sheriff of Barren County, Kentucky, for the year ended December 31, 2005. This financial statement is the responsibility of the County Sheriff. My responsibility is to express an opinion on this financial statement based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the Audit Guide for County Fee Officials issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

As described in Note 1, the County Sheriff's office prepares the financial statement on a regulatory basis of accounting that demonstrates compliance with the laws of Kentucky, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In my opinion, the financial statement referred to above presents fairly in all material respects, the revenues, expenditures, and excess fees of the County Sheriff for the year ended December 31, 2005, in conformity with the regulatory basis of accounting.

In accordance with *Government Auditing Standards*, I have issued a report dated March 27, 2006, on my consideration of the County Sheriff's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

The Honorable Davie Greer, Barren County Judge/Executive
Honorable Barney Jones, Barren County Sheriff
Members of the Barren County Fiscal Court

Based on the results of my audit, I have presented the accompanying comment and recommendation, included herein, which discussed the following report comment:

- Lacks Adequate Segregation of Duties

This report is intended solely for the information and use of the Sheriff and Fiscal Court of Barren County, Kentucky and the Commonwealth of Kentucky and is not intended to be and should not be used by anyone other than these interested parties.

Respectfully submitted,

Donna Bouvier

Donna Bouvier
Certified Public Accountant

March 27, 2006

BARREN COUNTY
BARNEY JONES, SHERIFF
STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES –
REGULATORY BASIS
For The Year Ended December 31, 2005

Revenues

Federal Receipts:

Corp of Engineers	\$	24,640
-------------------	----	--------

State Fees For Services:

Fee Claims	\$	76,412	
Sheriff Security Service (HB 452)		26,363	
Waiting on Court (HB 413)		3,225	
Return of Fugitives		<u>19,070</u>	125,070

Circuit Court Clerk-Fines and Fees Collected	4,217
--	-------

County Clerk-Delinquent Taxes	2,581
-------------------------------	-------

Commission On Taxes Collected	539,401
-------------------------------	---------

Fees Collected For Services:

Auto Inspections	20,012	
Serving Papers	59,413	
Add-On Fees	<u>65,847</u>	145,272

Other:

Carrying Concealed Deadly Weapons Permits	14,925	
Advertising Fees	2,395	
Arrest Fees-Other Counties	270	
Proceeds From Sale Of Confiscated Property	1,850	
Miscellaneous	<u>3,176</u>	22,616

Interest Earned	<u>5,381</u>
-----------------	--------------

Total Revenues	<u>\$ 869,178</u>
----------------	-------------------

The accompanying notes are an integral part of the financial statement.

BARREN COUNTY
BARNEY JONES, SHERIFF
STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES-REGULATORY BASIS
For The Year Ended December 31, 2005
(Continued)

Expenditures

Operating Expenditures

Carrying Concealed Deadly Weapons Permits	\$	10,025	
Miscellaneous		<u>1,495</u>	<u>\$ 11,520</u>
Excess Fees Due County for Calendar Year 2005			857,658
Less:			
Payments to County Treasurer- Monthly	\$	856,703	
Payment to County Treasurer - March 27, 2006		<u>955</u>	<u>857,658</u>
Balance Due at Completion of Audit			<u>\$ 0</u>

The accompanying notes are an integral part of the financial statement.

NOTES TO FINANCIAL STATEMENT

BARREN COUNTY
NOTES TO FINANCIAL STATEMENT

December 31, 2005

Note 1: Summary of Significant Accounting Policies

A. Fund Accounting

A fee official uses a fund to report on the results of operations. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fee official uses a fund for fees to account for activities for which the government desires periodic determination of the excess of revenues over expenditures to facilitate management control, accountability, and compliance with laws.

B. Basis of Accounting

KRS 64.820 directs the fiscal court to collect any amount, including excess fees, due from the County Sheriff as determined by the audit. KRS 64.152 requires the County Sheriff to settle excess fees with the fiscal court when the final settlement is presented to fiscal court.

The financial statement has been prepared on regulatory basis of accounting, which demonstrates compliance with the laws of Kentucky and is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under this regulatory basis of accounting, revenues and expenditures are generally recognized when cash is received or disbursed with the exception of accrual of the following items (not all-inclusive) at December 31 that may be included in the excess fees calculation:

- Interest receivable
- Collection on accounts due from others for 2005 services
- Reimbursements for 2005 activities
- Payments due other governmental entities for December tax and fee collections and payroll
- Payments due vendors for goods and services provided in 2005

The measurement focus of fee officials is upon excess fees. Remittance of excess fees is due to the County Treasurer in the subsequent year.

BARREN COUNTY
NOTES TO FINANCIAL STATEMENT
December 31, 2005
(Continued)

Note 1: Summary of Significant Accounting Policies (Continued)

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the County Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

D. Fee Pooling

The Barren County Fiscal Court approved a fee pooling system for the County Sheriff. Under the fee pooling system, revenues net of direct expenses of the County Sheriff's office are paid to the County Treasurer the subsequent month. Therefore, the county pays expenses of the County Sheriff's office.

Note 2: Employees Retirement System

The county officials and employees have elected to participate in the County Employee Retirement System (CERS) pursuant to KRS 78.530 administered by the Board of Trustees of the Kentucky Retirement System. This is a cost-sharing, multiple-employer defined benefit pensions plan that covers all eligible full-time employees and provides for retirement, disability, and death benefits to plan members.

Benefit contributions and provisions are established by statute. Nonhazardous covered employees are required to contribute 5.0 percent of their salary to the plan. The county's contribution rate for nonhazardous employees was 8.48 percent for the first six months and 10.98 percent for the last six months of the year.

Benefits fully vest on reaching five years of service for nonhazardous employees. Aspects of benefits for nonhazardous employees include retirement after 27 years of service or age 65.

Historical trend information pertaining to CERS' progress in accumulating sufficient assets to pay benefits when due is presented in the Kentucky Retirement System's annual financial report which is a matter of public record. This report may be obtained by writing the Kentucky Retirement System, 1260 Louisville Road, Frankfort, Kentucky 40601-6124, or by telephone at (502) 564-4646.

BARREN COUNTY
NOTES TO FINANCIAL STATEMENT
December 31, 2005
(Continued)

Note 3: Deposits

The Sheriff maintains deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC) as required by KRS 66.480 (1) (d).. According to KRS 41.240 (4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, and (c) an official record of the depository institution. These requirements were met.

Custodial credit risk is the risk that in the event of a depository institution's failure, the Sheriff's deposits may not be returned to him. The Sheriff does not have a deposit policy for custodial credit risk but rather follows the requirements of KRS 41.240 (4). As of December 31, 2005, all deposits were covered by FDIC insurance or a properly executed collateral security agreement.

Note 4: Drug Enforcement Fund

The Sheriff's Department was awarded funds by the court to establish a Drug Enforcement Fund. These funds are used for drug enforcement and eradication. The Drug Enforcement's Fund balance as of January 1, 2005 was \$4,827. Receipts totaled \$46,643 and expenditures were \$18,829 for 2005. The balance of the Drug Enforcement Fund at December 31, 2005, was \$32,641.

COMMENT AND RECOMMENDATION

BARREN COUNTY
BARNEY JONES, SHERIFF
COMMENT AND RECOMMENDATION

For The Year Ended December 31, 2005

INTERNAL CONTROL-REPORTABLE CONDITION AND MATERIAL WEAKNESS:

Prior Year:

In the prior year audit, it was reported that the Sheriff has a lack of segregation of duties. This comment was not corrected and is repeated for the current year.

Current Year:

Lacks Adequate Segregation Of Duties

The Sheriff's office has a lack of segregation of duties. Due to the entity's diversity of official operations, small size, and budget restrictions, the Sheriff has limited options for establishing an adequate segregation of duties. I am recommending that the following compensating controls be implemented to offset this internal control weakness:

- The Sheriff could periodically compare a daily bank deposit to the daily checkout sheet and then compare the daily checkout sheet to the receipts ledger. Any differences should be reconciled. The Sheriff could document this by initialing the bank deposit, daily checkout sheet and receipts ledger.
- The Sheriff could compare the quarterly financial report to receipts and disbursements ledgers for accuracy. Any differences should be reconciled. The Sheriff could document this by initialing the quarterly financial report.
- The Sheriff could periodically compare invoices to payments. The Sheriff could document this by initialing the invoices.
- The Sheriff could periodically compare bank reconciliation to the bank balance in the checkbook. Any differences should be reconciled. The Sheriff could document this by initialing the bank reconciliation and the balance in the checkbook.

Sheriff's Response: Agree

REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Donna Bouvier
Certified Public Accountant
P O Box 150
Hartford, KY 42347
270-316-3771

The Honorable Davie Greer, Barren County Judge/Executive
Honorable Barney Jones, Barren County Sheriff
Members of the Barren County Fiscal Court

Report On Internal Control Over Financial Reporting And On
Compliance And Other Matters Based On An Audit of Financial Statements
Performed In Accordance With Government Auditing Standards

I have audited the statement of revenues, expenditures, and excess fees – regulatory basis of the Barren County Sheriff for the year ended December 31, 2005, and have issued my report thereon dated March 27, 2006. The County Sheriff's financial statement is prepared in accordance with a basis of accounting other than generally accepted accounting principles. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Barren County Sheriff's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statement and not to provide an opinion on the internal control over financial reporting. However, I noted certain matters involving the internal control over financial reporting and its operation that I consider to be a reportable condition. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgment, could adversely affect Barren County Sheriff's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statement. A reportable condition is described in the accompanying comment and recommendation.

- Lacks Adequate Segregation of Duties

A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, I believe the reportable condition described above is a material weakness.

Report On Internal Control Over Financial Reporting
And On Compliance And Other Matters Based On An
Audit of Financial Statements Performed In Accordance
With Government Auditing Standards
(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Barren County Sheriff's financial statement for the year ended December 31, 2005, is free of material misstatement, I performed tests of its compliance with certain provisions of laws and regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management and the Kentucky Governor's Office for Local Development and is not intended to be and should not be used by anyone other than the specified parties.

Respectfully submitted,

Donna Bouvier

Donna Bouvier
Certified Public Accountant

March 27, 2006